

Informative

To: State Meet Qualifier and Coach

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Congratulations on qualifying for the UIL State Meet! A tentative program with contest times and location is posted on the League's website: www.uil.utexas.edu/academics/speech/index.html, along with maps, hotel information and other details. Please read the following pertinent information concerning your contest.

All of us in the League office who work with the Speech events hope that your experience at State Meet will be a rewarding one. We offer the following "words of wisdom" to help prepare you for the Meet.

- Sunday evening at 7:30 pm, coinciding with registration, we will hold an informal question and answer period with each of the State contest directors in University Teaching Center 2.112A. Important information about your contest will be distributed. This provides an opportunity to ask questions about contest procedures, materials in the prep room, and contest rules prior to the contest. Attendance is optional.
- Review the rules for your contest from the *Constitution & Contest Rules* and *Informative/Persuasive Handbook* and any notifications concerning Informative Speaking posted on the official UIL website.
- **You should label all your extemp tubs with school and coach name.** You may place your extemp files in the prep room, UTC 2.102A, on Monday **from 11:45 am – 12:45 pm**. Files must be removed on Monday as soon as the Informative Speaking contest is over. Tuesday extemp prep room will be UTC 2.102A. Materials may be brought in from **9:00 am – 10:00 am on Tuesday**. All materials must be removed from the prep room by 12:45 pm.
- **Be on time!** Roll is called before contestants are sent to the prep room. After roll call is completed, alternates are called to take empty places. Once an alternate has been called and verified, even if you arrive, you may not compete. Upon advancing to finals, again, be on time. Contestants are not allowed to compete out of order **for any reason**. Check the final schedule you receive at registration carefully. It is extremely important that you are ready to draw and to speak when you are called.
- **Double-check your files** to be certain that no typed or hand-written materials, other than your indexing system, are included. Any source material resembling the outline of a speech is not allowed in the prep room. Prepared notes, extemp speeches, debate evidence handbooks and briefs are not allowed. We will check your files. If you have questions about what is allowed, even after reviewing the *Constitution and Contest Rules* and the *UIL Informative and Persuasive Handbook*, page 5-6, call the League ahead of time.
- **If you have qualified for more than one State Meet event**, congratulations! **Now call me at the League office** to double-check your schedule.
- Rounds in some conferences will be professionally videotaped for the League. Be prepared to be at your very best and dress professionally! Remain so for the awards ceremony, as Champion Book pictures will be taken.
- **Allow plenty of time to locate the Thompson Conference Center and for parking. Review parking information posted on-line.** Vehicles left in a towing zone or without payment in a pay lot will be towed. Vehicles parked in spaces labeled "University Vehicles," "F At All Times," and "Handicapped", A, F, G, D, O, or "Reserved At All Times" spaces will be ticketed and/or towed. Do not park in "Official Visitors" spaces. These should NOT be used by UIL schools. **Do not park** in restricted spaces on campus during posted hours of restrictions. The League is not responsible for any parking citation received by visitors to the campus.
- Don't hesitate to ask questions. Have a safe trip to Austin and best of luck at State!